Staff Assistant

ADDRESS Aboy St 605 Apt 1 San Juan, PR, 00907

INVOICE: DATE:

FOR:

TO: Puerto Rico Chief Federal Monitor **Professional Services**

DATE	DESCRIPTION	HOURS	RATE	AMOUNT
10/01/2024	-Sent email to FIU for final data assessments meeting -Calls with Luis Hidalgo	1.5	40	60
10/02/2024	-Attended FIU to obtain final CMR-11 data	3.0	40	120
10/03/2024	-Attended FIU to obtain final CMR-11 data -Drafted FIU data in table and sent to John Romero -Calls with Luis Hidalgo	3.0	40	120
10/05/2024	-Call with Alan Youngs -Call with John Romero	0.5	40	20
10/06/2024	-Drafted Promotions Memo for Alan Youngs -Shared correspondence between NIJ consent decree personnel	4.0	40	160
10/07/2024	-Shared e-mails and texts about Community Engagement working group agenda -Call with John Romero -Call with Alan Youngs -Call with Sgt. Floran Adorno regarding FIU data	2.0	40	80
10/09/2024	-Call with Alan Youngs about CMR-11 assessments	1.0	40	40
10/11/2024	-Attended FIU to obtain final numbers -Drafted excel document and sent to John Romero -Calls with Cpt. Cosme, John Romero and Luis Hidalgo -Call with Alan Youngs	4.0	40	160
10/15/2024	-Calls with Alan Youngs	1.0	40	40
10/16/2024	-Attended meetings with NIJ consent decree personnel -Call with Rita Watkins	1.5	40	60
10/18/2024	-Began reviewing CMR-11 Community Engagement draft	2.0	40	80
10/19/2024	-Finished commenting on Community Engagement CMR-11 and sent to Denise Rodriguez	3.0	40	120
10/23/2024	-Sent e-mail to Carmen Malavé from NIJ -Sent schedule e-mail to Samantha Rhinerson	1.0	40	40
10/24/2024	-Began assessing CFRB -Assisted Alan Youngs in drafting CMR-11 assessments based on new uploaded information	2.0	40	80
10/25/2024	-Exchanged e-mails with Rita Watkins regarding meeting with Carmen Malave -Finished assessing CFRB and sent final table to John Romero	4.0	40	160

	-Began assessing FRB			
10/26/2024	-Assessed and sent final FRB tables to John Romero -Calls with John Romero -Calls with Luis Hidalgo	3.5	40	140
10/27/2024	-Assisted Alan Youngs in drafting CMR-11 assessments and sent draft document regarding same topic	4.5	40	180
10/30/2024	-Assisted Alan Youngs with CMR-11 final draft	5.0	40	200
10/31/2024	-Assisted Alan Youngs with CMR-11 final draft and Status Hearing report -Sent email to Atty. Peñagarícano to meet with NIJ personnel	5.0	40	200
	TOTAL 51.	TOTAL 51.5 HRS @ \$40 HR		

S/ INIGO GALANES

I HEREBY CERTIFY THAT THE AMOUNT BILLED IN THIS INVOICE IS TRUE AND CORRECT IN MY CAPACITY AS A MEMBER OF THE FEDERAL MONITORING TEAM. I FURTHER CERTIFY THAT I HAVE NOT RECEIVED ANY INCOME, COMPENSATION, OR PAYMENT FOR SERVICES RENDERED UNDER A REGULAR EMPLOYMENT OR CONTRACTUAL RELATIONSHIP WITH THE COMMONWEALTH, OR ANY OF ITS DEPARTMENTS, MUNICIPALITIES OR AGENCIES.